

**JUPITER INLET COLONY**  
**REGULAR COMMISSION MEETING**

**7:00 p.m.**

**1/8/2018**  
**Town Administration Building**

**MINUTES**

1. The meeting was called to order by Mayor Comerford at 7:02 p.m.

Roll call for the record:

Mayor Daniel Comerford

Vice-Mayor Chip Block

Commissioner Jerry Legerton

Commissioner Richard Busto - absent

Commissioner Saeed Khan

Town Attorney William P. Doney

Town Administrator John Pruitt

Others in attendance: 4 members of the community.

2. Public Comments: Parking issues at 82 Lighthouse Drive were discussed. Residents said that they are having trouble getting out of driveways across the street. A complaint regarding the port a potty at that location was brought up. Police spoke with the owner about pushing it back and screening it.

3. Vote: to approve Consent Agenda
  - a. December 2017 General Operating Fund Budget Report
  - b. December 2017 Cash in Banks/Trial Balance Report
  - c. December 2017 Check Register/General Fund Report
  - d. December 2017 Check Register/NRP Fund Report
  - e. Minutes from December 11, 2017 Regular Commission Meeting

Discussion: Dr. Legerton made the motion to approve the minutes from November. He wants to amend a motion from December. Dr. Legerton wanted to make sure that he motioned to approve the evaluation portion of Dr. Whiteford's contract and not the entire contract. He said his motion was only for evaluation. The Mayor stated that he was simply given the authority to sign the contract as presented and that it was negotiated with Dr. Whiteford, as was his work responsibilities. The Commission discussed the issue.

MOTION: Vice-Mayor Block

SECOND: Commissioner Legerton

VOTE: Unanimous

Motion passed.

4. Commission and Staff Reports:
  - a. Administrative Officer: Please pay close attention to all walks and intersections. Stop signs are being adjusted and lines will be painted soon. Don't let your guard down on removing valuables from vehicles and locking doors.
  - b. Chief of Police: See above.

- c. Code Enforcement: No report.
- d. Town Attorney: No Report.
- e. Building and Zoning Commissioner: Two workshops have been held since the last Commission Meeting. Dr. Whiteford was involved in the workshops and presented information regarding proposed ordinances. In October, the accounting showed \$70,000+ in fees, November's record showed a lower amount of fees collected. December's fees are behind the budget because fees were adjusted from October's report.
- f. Health, Safety and Beautification Commissioner: Jupiter is passing referendum to purchase land in Jupiter (Suni Sands and other space to be turned into green space).
- g. Roads and Walkways Commissioner: Roads are looking beautiful and walkways are intact.
- h. Special Assignments Commissioner: absent
- i. Vice-Mayor: No Report.
- j. Mayor: Commissioner Block and the Mayor are going to Tallahassee to attend Legislative meetings. January 22<sup>nd</sup> is the annual POA Meeting where candidates speak to the membership. Mr. Crane, Director of PBC Libraries, will be presenting on activities at the libraries. The Mayor will give a State of the Colony Address. The Mayor welcomed Dr. Khan to the Commission and congratulated Vice-Mayor Block on his re-election. The Mayor met the traffic engineer and project engineer regarding the intersection of Colony Road and Lighthouse Drive to discuss stop sign options on Lighthouse Drive and Colony Road. One alternative is a three-way stop. Ed Mooney asked what the town's responsibility is to advertise for elections. The Mayor explained that it was advertised on the website and is there all year long. It is announced at meetings. The election was also announced in two newspaper advertisements in English and Spanish. The south intersection of Colony Road and Lighthouse Drive was discussed. Dr. Khan said that the amount of traffic seems to be minimal when you get to the end of Colony with mostly local traffic. Chief Pruitt advised that historically he was not aware of any accidents at the subject intersection.

5. Vote: Resolution: 2018-02

A RESOLUTION OF THE TOWN OF JUPITER INLET COLONY, FLORIDA, OPPOSING LEGISLATIVE EFFORTS TO IMPEDE THE CONSTITUTIONAL RIGHT FLORIDA'S CITIZENS HAVE ENJOYED FOR NEARLY 50 YEARS TO GOVERN THEMSELVES UNDER MUNICIPAL HOME RULE POWERS; OPPOSING THE LEGISLATURE'S PERSISTENT INTRUSION INTO LOCAL FINANCES, WHICH ARE NECESSARY TO PROVIDE FINANCIAL STABILITY AND ESSENTIAL SERVICES UNIQUELY REQUIRED BY MUNICIPAL RESIDENTS AND LOCAL BUSINESSES; DIRECTING TOWN ADMINISTRATION TO TRANSMIT A CERTIFIED COPY OF THIS RESOLUTION TO THE FLORIDA LEAGUE OF CITIES, THE PALM BEACH COUNTY LEGISLATIVE DELEGATION AND ANY OTHER INTERESTED PARTIES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.



Discussion: We were asked by the State and PBC League of Cities to pass this resolution.

MOTION: Vice-Mayor Block

SECOND: Commissioner Khan

VOTE: Unanimous

Motion passed.

6. Discussion: Proposal from All American Waste Bin Cleaning

The Mayor explained the services offered by All American Waste Bin Cleaning. The Commission discussed the issue and there was no consensus to enter into a contract.

7. Discussion: Possible Fence Variance at Town Hall

The Mayor said that the owner of 51 has requested for the town to extend the 6' fence forward of the frontline of the building to the edge of the right-of-way. The Mayor would like to apply for a variance for the Town to extend the fence to help to lessen the noise transmitted onto the neighbor's property from the sewer system generator. He asked for the Commission's input. Vice-Mayor Block said he thought it was a good idea. He thinks we should make our best efforts to mitigate noise from the generator. Dr. Legerton said he does not believe a fence would mitigate noise. He offered another option of a sound barrier installed close to the generator. Dr. Whiteford suggested the motion include a variance. He would like to look at the special purpose of the property at 50 Colony to investigate possible ideas. Dr. Legerton talked about safety and a number of properties where our ordinances have not been followed regarding vegetation restricted to 3' within 5' of the road. He said that if a fence goes into the right-of-way, the line of sight problem is only intensified. The Commission discussed the issue.

8. Discussion: Security Building

Mike Armato and Justin Daniels made an offer that they would be willing to build a building at a greatly reduced cost by donating materials and services. He said that he would also donate toward the building.

9. Discussion: Concerning potential Code changes pertaining to the function and duties of the Building and Zoning Commissioner and Building and Zoning Committee

The function of the Building and Zoning Commissioner and the Building and Zoning Committee was discussed by the Commission. Bill Doney said that the current Code states that the Building and Zoning Commissioner and two members of the Committee are required to sign off on building permits. Mr. Doney said that duties should be discussed and if changes needed to be made, an ordinance should be drafted. Commissioner Block said that few jurisdictions have Commissioners with assigned roles. He proposed the idea of abolishing the assigned roles of the Commissioners to help reduce liability. The Commission would act as a Board of Directors like other towns do. He said he has reviewed the Charter in detail. He is suggesting possibly removing responsibilities from Commissioners. The Mayor can assign responsibilities, as needed.

Dr. Legerton stated that over the past three years the Town has transformed into a professional operation. He said that the end of this transformational period could potentially result into the Town having a Town Manager. Dr. Legerton went over the Code and laid out the duties and responsibilities of the Building and Zoning Commissioner. He also talked about procedures where the town has not followed the Code as it is written. He said the Code needs to be changed to reflect the decisions of the Commission to replace the Building and Zoning Commissioner with an independent contractor. He explained the passion and work that went into revising the Code by him and the B&Z Committee, who are all dedicated volunteers. The Commission discussed the idea of eliminating individual responsibilities. Bill Doney was asked to review the Code as it pertains to Commissioner assignments. Dr. Khan gave his opinion that the function of the Town Commission is to serve the community. He talked about how he decided to run for office. He gave his views regarding leadership. He said the best interest of the community is the purpose of the Commission. Dr. Legerton stated that he wants to be relieved of the responsibility of enforcing the Code since there is a Zoning Consultant in place now. The Commission asked Bill Doney to act fast in relieving the Commissioners of responsibilities.

10. Neighborhood Rehabilitation Project Update

There is a punch list that the contractors are working on. The contractor has 65 days from December 8<sup>th</sup> to complete the list. February 11<sup>th</sup> is the end date.

12. Vice-Mayor Block motioned to adjourn the meeting.  
SECOND: Commissioner Legerton

The meeting was adjourned at 8:24 p.m.

Approved by:

\_\_\_\_\_  
Mayor Daniel J. Comerford III

\_\_\_\_\_  
Date

\_\_\_\_\_  
Town Clerk Jude Goudreau

\_\_\_\_\_  
Date